

## **Utility Advisory Commission Regular Meeting**

### **Agenda**

Thursday, September 2, 2021

7:00 pm – Gardner City Hall Council Chambers

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENT**

### **CONSENT AGENDA**

1. Standing approval of the minutes as written for the July 1, 2021 meeting of the Utility Advisory Commission.

### **NEW BUSINESS**

1. Consider a recommendation to City Council for the purchase of electric meters for new developments.
2. Consider a recommendation to City Council for an amendment to the current engineering services contract with TREKK Design Group, LLC for additional field services of data collection and inflow and infiltration evaluation in the amount of \$73,789.00, Project WW1706.

### **DISCUSSION ITEMS**

1. Project Updates

### **OTHER BUSINESS**

### **ADJOURNMENT**

**UTILITIES ADVISORY COMMISSION STAFF REPORT CONSENT AGENDA ITEM #1**  
**MEETING DATE: SEPTEMBER 2, 2021**  
**STAFF CONTACT: GONZ GARCIA, UTILITIES DIRECTOR**

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**AGENDA ITEM:** Standing approval of the minutes as written for the July 1, 2021 meeting of the Utilities Advisory Commission.

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**Background:**

The draft minutes for the July 1, 2021 Utilities Advisory Commission meeting are attached.

**Staff Recommendation:**

Staff recommends approval of the minutes for the July 1, 2021 meeting of the Utilities Advisory Commission.

**Attachments:**

- Draft minutes of the July 1, 2021 Utilities Advisory Commission meeting.

**RECORD OF PROCEEDINGS  
OF THE UTILITY ADVISORY COMMISSION  
GARDNER, KANSAS**

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July 1, 2021

The Utilities Advisory Commission of Gardner, Kansas, met in Regular Session on July 1, 2021, at City Hall. Present were Chairperson Kristina Harrison, Vice-Chairperson Jake Wells, Commissioner Gary Williams, Commissioner Barbara Coleman, Commissioner Bryce Augustine, Utilities Department Director Gonzalo Garcia, Kill Creek WRRF Superintendent Scott Millholland, Administrative Assistant Erin Groh, and one member of the public.

**CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Chairperson Kristina Harrison.

**PLEDGE OF ALLEGIANCE**

**CONSENT AGENDA**

- 1. Standing approval of the minutes as written for the June 3, 2021, meeting of the Utility Advisory Commission.**

Motion by Commissioner Augustine, seconded by Commissioner Coleman, to approve the Consent Agenda.

Motion carried 5-0 Aye

**NEW BUSINESS**

- 1. Consider a recommendation to the City Council to award a contract to Ford Hall Company in the amount of \$33,920.00 for the Kill Creek WRRF Clarifier improvements, Project No. WW1904.**

Kill Creek Water Resource Recovery Facility Superintendent Scott Millholland presented the staff report. Millholland explained that as part of the treatment process, the facility uses a Weir Wolf Automated Cleaning System manufactured by Ford Hall Company on both mechanical clarifiers. The proprietary cleaning system was part of the original design of the plant. This system cleans the algae buildup off the channels and v-notch weirs prior to the effluent going to the UV system. Effluent water then discharges to Kill Creek, a tributary of the Kansas River. The proposed cleaning system will reduce the amount of algae and TSS "total suspended solids" while providing clean water before reaching the UV disinfection and recycled water process. This system will ensure continued compliance with Kill Creek's KDHE water pollution control permit. Staff contacted the Ford Hall Company for a proposal on a turnkey replacement of all brushes, arms and equipment associated with the Weir Wolf Cleaning System. Utilities staff has reviewed the proposals presented by Ford Hall Company and agree the equipment provided meet and exceed all of the original requirements.

Motion by Commissioner Coleman, seconded by Commissioner Augustine, to forward the recommendation to the City Council to award a contract to the Ford Hall Company in an amount of \$33,920.00 for the Kill Creek WRRF Clarifier improvements, Project No. WW1904.

Motion carried 5-0 Aye

## **DISCUSSION ITEMS**

### **1. Project Updates.**

Director Garcia gave a brief update of the Hillsdale Water Treatment Plant expansion project. The expansion has been substantially completed. The week prior, the north plant was put into service and we were able to produce about 1 million gallons. The new plant is now producing 1m and the old plant is producing 2 m. Everything is working according to the design group. In the next few weeks staff will be watching to make sure everything is working properly.

The rebate program was not passed by City Council due to lack of evidence that the rebates the UAC brought forth would benefit the electric utility. Director Garcia explained the feedback that was received from council on the rebates. UAC Members debated a bit what the pros and cons of having the rebate program. It was discussed that because there isn't a power demand problem, a monetary benefit to the city's electric utility is not feasible, however there could be green energy benefits from less usage or more efficient usage of water and electric. Director Garcia and UAC commissioners concluded that the rebate program at this point wouldn't be researched any further as a board for the time being.

### **2. Electric 2<sup>nd</sup> Quarter Outage Reports**

Director Garcia presented the Electric Outage report for the 2<sup>nd</sup> quarter of 2021. Electric staff responded to 14 outages affecting 346 customers: 6 caused by equipment failures, 4 caused by animals, and 4 caused by other reasons. The average workday response time was 13 minutes and the average workday length of outage was 28 minutes. The average after-hours response time was 49 minutes and the average after-hours length of outage was 2 hours and 19 minutes. The overall average response time was 44 minutes and the overall average length of outage was 2 hours and 3 minutes.

### **3. Wastewater 2<sup>nd</sup> Quarter Outage Reports**

Director Garcia presented the Wastewater Collection report for the 2<sup>nd</sup> quarter of 2021. Line maintenance staff completed 11 sanitary sewer line repairs affecting 9 customers, with 2 being caused by roots, 2 due to damage by others and 5 due to residents' issues. The average workday response time was 15 minutes and the average workday repair time was 10 hours and 7 minutes. The average after-hours response time was 4 minutes and the average after-hours repair time was 1 hour and 29 minutes. The overall average response time was 12 minutes and the overall average repair time was 7 hours and 46 minutes.

### **4. Water 2<sup>nd</sup> Quarter Outage Reports.**

Director Garcia presented the Water Distribution Repairs Report for the 2<sup>nd</sup> quarter of 2021. Line maintenance staff completed 60 water distribution service repairs affecting 83 customers: 9 due to line failures, 6 due to valve failure, 15 due to damage by others, 22 due to residents' issues, and 8 due to other issues. The average workday response time was 45 minutes and the average workday repair time was 5 hours and 27 minutes. The average after-hours response time was 20 minutes and the average after-hours repair time was 3 hours and 30 minutes. The overall average response time was 37 minutes and the overall average repair time was 4 hours and 60 minutes.

## **OTHER BUSINESS**

Commissioner Coleman asked about the tracking of backflow tests and if they're coming in from businesses. Coleman asked about how many test forms the Utilities Department has received so far. Erin

**RECORD OF PROCEEDINGS  
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July 1, 2021

Groh responded that at the current date for residential tests about 2/3 have been submitted and for commercial about 50% have been submitted.

Commissioner Coleman asked for an update on where the city is at with the Nexgrid app for the smart meters. Director Garcia stated that it was supposed to be out in June but it's not ready yet. Garcia said he has a meeting with them July 2.

Commissioner Augustine asked about what the progress is on water smart meters. Garcia said that they're about 53% complete. Augustine asked how it is determined the order in which the smart meters are installed and if it's done by neighborhood? Garcia said that they're grouping them by areas which is the same way they used to do water meter readings, in other words, they're doing them by the cycles (billing groups).

**ADJOURNMENT**

Motion by Commissioner Williams, seconded by Vice-Chair Wells, to adjourn the meeting at 7:37 p.m.

Motion carried 5-0 Aye

/s/ \_\_\_\_\_ Erin Groh \_\_\_\_\_

Utilities Department Administrative Assistant

**UTILITY ADVISORY COMMISSION STAFF REPORT      NEW BUSINESS ITEM No. 1**  
**MEETING DATE:      SEPTEMBER 2, 2021**  
**STAFF CONTACT:      GONZ GARCIA, UTILITIES DIRECTOR**

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**AGENDA ITEM:**      Consider a recommendation to City Council for the purchase of electric meters for new developments.

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**Background:**

Over the past few years, the City of Gardner has experienced a development growth not seen since the early 2000's. Based on the information for new construction (2021-2024), staff has estimated the need for 1,282 smart electric meters (1,234 residential and 48 commercial) with an estimated cost of \$211,796.

New Construction	Units	Under Construction
Aspen Creek V	56	No
Meadows of Aspen Creek II	66	No
Copper Springs Meadow 1st PLAT	29	No
Enclave At Prairiebrooke	31	No
Prairiebrooke Villas First PLAT	32	No
Treadway Apartments	425	No
Prairie Trace Meadows 2nd PLAT	30	No
Prairie Trace Estates 2nd PLAT	13	No
Breckenwood Creek 1st PLAT	33	Yes
HillTop Ridge 1ST PLAT	32	Yes
Prairie Trace Meadows First PLAT	28	Yes
Prairie Trace Estates First PLAT	30	Yes
Tuscan Farm 1st PLAT	42	Yes
Symphony Farms V	54	Yes
Lakes of Conestoga	96	Yes
The Tallgrass Apartments	160	Yes
Tallgrass 2nd PLAT	144	No
Cypress Creek	289	No
<b>TOTAL</b>	<b>1590</b>	

For 2021, the city has already installed 198 new electric meters. Due to the lead time of 8-10 months, the order needs to be done as soon as possible.

**Staff Recommendation:**

To purchase smart electric meters for new construction with an estimated cost of \$211,796.

**Attachments:**

- NexGrid Quote



## QUOTE

Gardner, KS

915 Maple Grove Dr  
Suite 200  
Fredericksburg, VA 22407  
Toll Free: 1-833-NEXGRID  
Fax: 540-328-9895

Quote # QGAR082021  
SOW #  
PO #  
Erin Scalph

Date: August 20, 2021

Item	Part Number	Description	QTY	Unit Price	Extended Price
<b>Electric AMI</b>					
1	intelaMeter I210+c 2S 200 RD	Aclara I210+c Form 2S 200 Meter & intelaMeter Communication Module with RD	1,234	\$164.53	\$203,030.02
2	intelaMeter kV2c EPS 9S 20	Aclara kV2c EPS Form 9S 20 Meter & intelaMeter Communication Module	16	\$289.67	\$4,634.72
3	intelaMeter kV2c EPS 16S 200	Aclara kV2c EPS Form 16S 200 Meter & intelaMeter Communication Module	8	\$289.67	\$2,317.36
<b>Subtotal:</b>					<b>\$209,982.10</b>
<b>Optional Accessories</b>					
4	kV2c K	Incremental Switch for Aclara kV2c - K Switch	24	\$75.56	\$1,813.44
<b>Subtotal:</b>					<b>\$1,813.44</b>
<b>Final System Cost:</b>					<b>\$211,795.54</b>

## Terms

Customer is responsible for all shipping and receiving charges from POO Fredericksburg VA. Executed PO must be received a minimum of 90 days prior to delivery date.  
Finance terms: 50% due in advance, remaining balance due upon hardware delivery, net 30 with approved credit. Late payments will be assessed a late fee of one and one-half percent (1.5%) per month on outstanding balances. Service hours and customary expenses will be billed as incurred on a monthly basis.  
All Nexgrid products include a 2 year limited warranty, all other hardware carries manufactures standard warranty.  
The prices quoted above are applicable only to a firm, non-cancelable Purchase Order received within the Effective Period for the Products listed above.  
Customer shall be responsible for all standard and customary travel related expenses and per diem.  
Taxes, Import Fees, VAT and any other unknown government or transportation charge is the responsibility of the customer. Quotes are valid for 30 days.

Nexgrid

  
Signature

Erin Scalph  
Name

8/20/2021  
Date

Customer

Signature

Name

Date

End of Quotation

**UTILITY ADVISORY COMMISSION STAFF REPORT      NEW BUSINESS ITEM No. 2**  
**MEETING DATE:      SEPTEMBER 2, 2021**  
**STAFF CONTACT:      GONZ GARCIA, UTILITIES DIRECTOR**

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**AGENDA ITEM:**      Consider a recommendation to City Council for an amendment to the current engineering services contract with TREKK Design Group, LLC. for additional field services of data collection and inflow and infiltration evaluation in the amount of \$73,789.00, Project WW1706.

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**Background:**

TREKK was selected via the RFQ process from 18 companies and entered into an agreement with the City on March 5, 2018 to perform the Inflow and Infiltration Study and Analysis. The contract included providing various field service for data collection, evaluation, and assistance in the development of an I&I reduction program for public and private infrastructure which included flow metering, rainfall monitoring, system capacity analysis, CCTV inspections, manhole inspections, smoke and dye testing, private I & I disconnections, and Lucity asset management integration.

The purpose of this amendment is to conduct additional field service work to include smoke testing of two priority I&I sub-basins, CCTV inspection of large diameter Kill Creek Interceptor for condition assessment and potential I&I sources, and conduct accurate elevation survey of manholes along the Kill Creek interceptor to provide accurate mapping and ability to provide accurate elevation data for a hydraulic capacity modeling on a separate contract.

**RFP Process:**

On January 4, 2018, City Council awarded contract to TREKK Design Group, LLC. for the Inflow and Infiltration Study and Analysis in the amount of \$432,943.00.

**Staff and Committee Recommendation:**

Consider a recommendation to the City Council for authorizing the City Administrator to execute an amendment to the engineering Services contract in the amount not to exceed **\$73,789.00** with TREKK Design Group, LLC. to include smoke testing of two priority I&I sub-basins, CCTV inspection of large diameter Kill Creek Interceptor for condition assessment and potential I&I sources, and conduct accurate elevation survey of manholes along the Kill Creek interceptor to provide accurate mapping and ability to provide data for hydraulic capacity modeling on a separate contract. These field services are part of the Inflow and Infiltration Reduction program, Project No. WW1706.

**Attachments:**

- Amendment for Professional Services
- TREKK, Scope of Services & Fees

**AMENDMENT TO THE AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE  
CITY OF GARDNER, KANSAS AND TREKK DESIGN GROUP, LLC.**

**AMENDMENT No. 1**

**Date: August 6, 2021**

**THIS AMENDMENT** modifies the Agreement dated March 5, 2018 made by and between **TREKK Design Group, LLC**, (hereinafter called Consultant), and The City of Gardner Kansas (hereinafter called OWNER) for the following Project: **Inflow and Infiltration Study and Analysis, Project # WW1706**. For good and valuable consideration, the sufficiency of which is acknowledged, the parties agree to make the following changes to their Agreement.

1. The parties agree that the Consultant's Scope of Services is amended to add the following:

Consultant will provide assistance to the Owner amendment to the original scope of work will conduct smoke testing for determining defects and potential locations where inflow and infiltration can access and enter the sanitary sewer system. This work will include field work and data for the south and east lift station sub-basins. Additional details can be found on the attached Scope of Work.

2. The following adjustments are made to the Consultant's compensation:

For the Scope of services, the Consultant's compensation shall be increased by \$73,789 to a total contract value of \$506,732.

3. The time for completion for the services shall be extended to December 31, 2022.

4. Other changes to the Agreement, if any, are stated below:

None

5. The terms of this AMENDMENT supersede any contrary terms of the Agreement. This AMENDMENT will be deemed a part of, and be subject to, all other terms and conditions of the Agreement. Except as modified above, the Agreement will remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this AMENDMENT the day and year first written above.

**OWNER: City of Gardner, Kansas**

**Consultant: TREKK Design Group, LLC**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: Kimberly Robnett

Title: \_\_\_\_\_

Title: CEO / Managing Member

**Attest:** \_\_\_\_\_  
City Clerk:

**Approved as to Form:** \_\_\_\_\_  
City Attorney:

## Scope of Work

Owner: City of Gardner, KS  
Consultant: TREKK Design Group  
Project Name: 18-049 City of Gardner KS – I/I Reduction Program

### Overview

This amendment includes the following work:

- Smoke Testing – Smoke testing in the South-1, East-1, and East-1 basins of the sanitary sewer collection system to locate potential sources of I/I into the wastewater collection system.
- Survey – Collect state plane coordinates of the top of manhole in the Kill Creek basin of the sanitary sewer collection system.
- CCTV – Perform CCTV inspection in the Kill Creek basin of sanitary sewers collection system to locate and identify pipe defects and potential sources of I/I into the wastewater collection system.

## PROJECT TASKS

### Task 1 – Project Management and Administration

#### 1.1 Project Administration

Provide project administration services necessary throughout the project to successfully manage and complete the Project, including project correspondence and consultation with City staff; supervision and coordination of services; assignment of personnel resources; continuous monitoring of work progress; and maintenance of project controls. Prepare and submit monthly invoices.

#### 1.2 Project Meetings

Consultant will participate in up to two (2) project meetings during the Project to discuss work progress, coordination efforts, deliverable status, and any targeted discussion points or potential issues that may need resolved. The project manager and appropriate task leaders involved with current work activities shall attend on behalf of Consultant.

1.2 Deliverables: Meeting Materials and Meeting Notes

### Task 2 – Public Sector Investigations

#### 2.1 Smoke Testing

Up to 56,600 linear feet of smoke testing will be conducted on all line segments located within the Study Area to identify I/I sources from both the public and private sector. Each positively identified source is photographically documented, precisely located using GPS technology, and referenced to allow for efficient repair.

High rated smoke blowers combined with the use of liquid smoke will be used to allow for continuous and constant smoke production. During testing, field crews will canvas the corridor over tested line segments while conducting a perimeter check of all buildings in close proximity for evidence of smoke.

Smoke testing activities will include a minimum of 48 hours advance notification to all residents within the study areas. Notification will be done by placement of door hangers on homes and businesses. The notice will include general information about the testing; including instructions to fill infrequently used plumbing traps with water to prohibit smoke from entering buildings via service lines. Additionally, daily

notification of smoke testing boundaries will be provided via e-mail to Fire Dispatch, City Utilities and other designated personnel as determined with City.

Photographic records will be used to supplement and substantiate smoke testing observations. All smoke testing inspections will be recorded within the Consultant's electronic field database. An ArcGIS geodatabase/shapefile containing the location and description of smoke defects will be provided.

#### 2.1 Deliverables:

- Summary of observed smoke defects (Excel table format)
- GIS geodatabase/shapefile of observed smoke defects
- Photos of observed smoke defects

#### 2.2 Survey

Collect state plane coordinates of the top of each of up to twenty-two (22) manholes in the Kill Creek basin using GPS. Clearing for work and access shall be provided by City.

It is understood that no clearing is being provided, and that the City will provide all clearing and assist with providing adequate access to manholes as needed to perform work tasks. Survey work will be performed during late winter after leaf canopy has dropped to facilitate use of GPS technology.

#### 2.2 Deliverables:

- GIS geodatabase/shapefile of state plane coordinate of top of each manhole

#### 2.3 CCTV

Up to 5437 liner feet of CCTV investigation will be conducted within the study area to perform an inspection and condition assessment of the sanitary sewer pipes. The CCTV inspection efforts will be conducted with industry standard equipment. The camera shall be moved through the system in either direction at a uniform rate, stopping when necessary, to ensure proper documentation of the pipe conditions, but in no case will the television camera be moved at a speed greater than 30 feet per minute. If during the inspection, the camera will not pass through the pipe, equipment shall be reset in a manner so the inspection can be performed from the opposite direction. If the camera fails to pass through the entire pipe, the location and cause of the camera blockage will be documented, and information will be provided to the Client. The inspection shall be considered complete, and no additional inspection work will be required. The camera will be capable of stopping and panning the head of the camera 180 degrees to view any defects, observations, and connections. It shall also be capable of taking still photographs of any defects observed. All informational data on the storm sewer pipes will be collected in NASSCO PACP format.

During CCTV inspection of pipes, operator will tilt camera up at each structure and capture video footage where feasible.

Map edits will be documented where field conditions do not reflect the maps provided. This may include new structures, structures that don't exist, routing variances, etc. Hand markups on the provided maps will be submitted at the completion of the project. Consultant will submit hand markup maps to City representative to make corrections to the City's online Interactive Maps. GPS survey services are not included as part of this project.

It is understood that no clearing is being provided, and that the City will provide all clearing and assist with providing adequate access to manholes as needed to perform work tasks. No cleaning of the sanitary sewer lines is being provided.

### 2.3 Deliverables:

- CCTV Video Data
- NASSCO Pipe Defect/Photo Summary Report
- PACP NASSCO 7 inspection database (ACCESS format)
- Hand Markup Maps



# EXHIBIT B: FEE ESTIMATE

GARDNER, KS SMOKE TESTING 2021 (Basins - East-1, East-2, South-1)

WORK TASK DESCRIPTION	Project Principal	Project Manager	GIS Analyst	GIS Technician	Field Manager	Admin	Labor Sub- Total	UNIT COSTS		Units Sub- Total	TOTAL
								Quant	Rate*		
<b>1</b>											
1.1 Project Management and Administration - Included in Items below											
1.2 Project Administration - Included in Items below											
1.2 Project Meetings (2 meetings) - Included in Items below											
<b>2</b>											
2.1 Public Sector Investigations											
2.1 Smoke Testing - Inspection, Data QA/QC, and Deliverable											
2.1.1 Basin East-1 - (assume 22,000 LF)	1	2	1	6	3	1	\$1,697	5,350	\$0.47	\$2,515	\$4,212
2.1.2 Basin East-2 - (assume 22,000 LF)	1	7	4	23	11	1	\$5,458	22,000	\$0.47	\$10,340	\$15,798
2.1.3 Basin South-1 - (assume 28,500 LF)	2	9	4	30	14	1	\$7,018	29,250	\$0.47	\$13,748	\$20,766
<b>TASK 4 TREKK DESIGN GROUP FEE SUBTOTAL</b>	<b>\$916</b>	<b>\$3,096</b>	<b>\$1,287</b>	<b>\$5,664</b>	<b>\$2,940</b>	<b>\$270</b>	<b>\$14,173</b>			<b>\$26,602</b>	<b>\$40,775</b>
<b>TOTAL MAN-HOUR/ST QUANTITY</b>	<b>4</b>	<b>18</b>	<b>9</b>	<b>59</b>	<b>28</b>	<b>3</b>	<b>121</b>				



# EXHIBIT B: FEE ESTIMATE

GARDNER, KS III REDUCTION (Kill Creek CCTV and Survey)

WORK TASK DESCRIPTION		Project Principal	Project Manager	PLS	Survey Crew	Admin	Labor Sub-Total	EQUIPMENT/UNIT COSTS		Units Sub-Total	Mileage	Other Expenses	Direct Exp Sub-Total	TOTAL
								Units	Rate*					
1	Project Management and Administration - Included in Items below													
2	Public Sector Investigations													
2.2	Survey - Collect state plane coordinate of the top of each manhole													
2.2.1	Basin Kill Creek 1 (assume 22 manholes)	1	1	8	16	1	\$4,201				143		\$80	\$4,371
2.3	CCTV- Inspections, Data QA/QC, and Deliverable													
2.3.1	Basin Kill Creek 1 (assume 5437 LF)	1	14			2	\$2,817	5,437	\$4.75	\$25,826			\$0	\$28,643
TASK 4 TREKK DESIGN GROUP FEE SUBTOTAL		\$458	\$2,580	\$1,096	\$2,704	\$270	\$7,108			\$25,826			\$80	\$33,014
TOTAL MAN-HOURS / QUANTITY		2	15	8	16	3								

## Assumptions

1. Clearing/Access - No clearing is provided by this proposal. All clearing for access and access assistance for all work provided in this proposal will be by the City.
2. Cleaning - Does not include any cleaning of sewer lines or provisions for water. If cleaning is required to complete CCTV work, additional costs will be evaluated on a line-by-line basis as this will include limited access, availability of water, etc.
3. No CCTV Data Review, Rehabilitation Recommendations, Rehabilitation Schedule, and Plan Sets will be provided. These items will be completed by City.
4. Survey - Appears manholes are in trees and GPS will not be feasible while leaves in trees. Survey services will be performed when leaves off trees to obtain signal.



# CERTIFICATE OF LIABILITY INSURANCE

4/30/2022

DATE (MM/DD/YYYY)

8/13/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b> <b>FAX (A/C, No):</b>	
<b>INSURED</b> 1488732 TREKK DESIGN GROUP, LLC 1411 E 104TH STREET KANSAS CITY MO 64131	<b>E-MAIL ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> The Cincinnati Insurance Company	
	<b>INSURER B:</b> Berkley Insurance Company	
	<b>INSURER C:</b> The Cincinnati Casualty Company	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		

**COVERAGES****CERTIFICATE NUMBER:** 17765207**REVISION NUMBER:** XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	N	N	EPP0612820	4/30/2021	4/30/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	EBA0612820	4/30/2021	4/30/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTIONS 10,000 <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE	N	N	EPP0612820	4/30/2021	4/30/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ XXXXXXXX
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	EWC0612825	4/30/2021	4/30/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	PROFESSIONAL LIABILITY	N	N	AEC-9044062-03	4/30/2021	4/30/2022	\$3,000,000 EACH CLAIM \$3,000,000 AGGREGATE

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
RE: TREKK JOB NO. 18-049 CITY OF GARDNER KS - II REDUCTION PROGRAM. EVIDENCE OF INSURANCE.

**CERTIFICATE HOLDER**

17765207

CITY OF GARDNER KANSAS  
ATTN: RIC GERE  
1150 E SANTA FE ST.  
GARDNER KS 66030**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**UTILITY ADVISORY COMMISSION STAFF REPORT      DISCUSSION ITEM #1**  
**MEETING DATE:      SEPTEMBER 2, 2021**  
**STAFF CONTACT:      GONZALO GARCIA, UTILITIES DIRECTOR**

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**AGENDA ITEM:** Project Updates

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**Background:**

Staff will discuss current developments of projects.